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JUN 24 2011

Arizona State Board for Charter Schools
Arizona State Board of Education
1700 W. Washington St., Room 164, Phoenix, AZ 85007
(602) 364-3080 Fax (602) 364-3089
www.asbcs.az.gov

ARIZONA ONLINE INSTRUCTION
PROGRAM OF INSTRUCTION AMENDMENT REQUEST

| | |
|---|-------------------------------|
| Life Skills Center of Arizona, | 078980201 |
| (Charter Holder Name) | (CTDS) |
| 8123 North 35 th Avenue, Suite 2 | Phoenix, AZ 85051 |
| (Charter Holder Mailing Address) | (City, State) (Zip) |
| Yvonne Pena | (602) 242-6400 (602) 242-8123 |
| (Charter Representative's Name) | (Phone Number) (Fax Number) |

Failure to submit all required documentation and meet all eligibility requirements will result in the Amendment Request being returned and the processing fee being forfeited. Original documents must be provided.

Changes in delivery method to include the provision of specific online courses or the provision of a comprehensive offering of courses that would constitute an online school under A.R.S. §15-808 for grade levels currently approved in the charter. Full details of the amendment requirements including the process, required fees, submission requirements and evaluation criteria are provided on the subsequent pages.

The following required amendment materials are included with this form:

- Board minutes approving the change (minutes must comply with Open Meeting Law A.R.S. §38-431.01)
- Cover Page
- Introduction
- Description of the depth and breadth of curriculum choices and a list of course offerings.
- Description of the variety of educational methodologies employed by the school and the means of addressing the unique needs and learning styles of targeted pupil populations.
- Description of the availability of an intranet or private network to safeguard pupils against predatory and pornographic elements of the internet.
- Description of the availability of filtered research access to the Internet.
- Description of the availability of private individual electronic mail between pupils, teachers, administrators and parents in order to protect the confidentiality of pupil records and information.
- Description of the selection and training for online teachers.
- Description of the school's current partnerships with universities, community colleges and private businesses.
- Description of the services offered to developmentally disabled populations.
- Description of the policies and procedures to ensure the academic integrity of the AOI School/Program.

The Arizona State Board for Charter Schools and Life Skills Center of Arizona (Charter Holder), herein agree to amend the terms of the charter contract as follows:

FROM: The operation of a school within the confines of an approved facility at a previously disclosed location.

- TO:**
- ☒ The addition of a probationary online school under A.R.S. §15-808 providing a comprehensive program of instruction for grade levels 9-12 (as approved in the charter).
 - ☐ The addition of online courses under A.R.S. §15-808 in the content areas of _____, for grade levels _____ (as approved in the charter), each of which satisfies a minimum competency requirement (elementary school) or a credit toward graduation (high school).

In witness whereof, Charter Holder has signed this contract amendment as of this 20th day of June, 2011, and the State Board for Charter Schools has signed this contract amendment as of this _____ day of _____, 201____, to take effect at such time as it is signed by both parties.

Charter Representative Signature

Representative Signature for the Arizona State Board for Charter Schools

Arizona Online Instruction (AOI) School and Program Amendment

**Board of Directors Meeting for
The Life Skills Center of Arizona**
8123 North 35th Avenue, Suite 2, Phoenix, AZ 85051
Telephone: (602) 242-6400 Facsimile: (602) 242-6823
Website: www.wediducan.com

Board Meeting

Date: June 21, 2011
Time: 4:00 p.m. Pacific Time
Location: Life Skills Center of Arizona
and Phone#: 866-503-7671
Access Code: 3302528839

MINUTES

MEETING TYPE: ☒ Regular ☐ Special ☐ Proposed ☐ Approved

A. Call to Order/Roll Call The meeting was called to order at 4:19 p.m.

Board Member Attendance:

| | | |
|------------------------------------|---|--|
| Yvonne Pena, President | <input type="checkbox"/> Present | <input checked="" type="checkbox"/> Absent |
| Phil McNeary, Director (in-person) | <input checked="" type="checkbox"/> Present | <input type="checkbox"/> Absent |
| Dave Roberts, Director (in-person) | <input checked="" type="checkbox"/> Present | <input type="checkbox"/> Absent |
| Arnita Diggs, Director | <input type="checkbox"/> Present | <input checked="" type="checkbox"/> Absent |
| Bertha Lowe-Teamor, Director | <input type="checkbox"/> Present | <input checked="" type="checkbox"/> Absent |

Other Attendees:

Jared Kittelson (School Administrator), via telephone conference: Nathan Flaker (WHM/Controller, LifeSkills); and Carlena Hart (WHM/Board Liaison Manager, LifeSkills), Maggie Ford (WHM/Dir Academics, DELA) and Shannon Allen (WHM/Project Manager, DELA)

B. Public Comment

None

C. Review of Agenda and Proposed Resolutions

The Board noted that the discussion regarding the new Arizona Online Instruction (AOI) Program of Instruction Amendment Request will be discussed under new business.

D. Consideration to Approve Standard Business

i. Minutes

The Board discussed the minutes from the meeting held on May 19, 2011.

Motion: Mr. McNeary moved to approve the minutes.

Support: Mr. Roberts seconded the motion to approve and the following resolution was passed:

11-13 RESOLVED, that the Board of Directors approves and adopts the Minutes from the meeting held on May 19, 2011.

ii. State of the School Report

Mr. Kittelson spoke to the state of the school report. He noted approximately 85 students graduated. The turnout for both the ceremony and the graduation breakfast was great. Parents and students offered compliments to the wonderful event and activities. Mr. Kittelson stated that 100% of his staff will be retained for the 2011-2012 school year. During this peak period, student attendance has decrease.

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Motion: Mr. Roberts moved to approve the state of the school report.

Support: Mr. McNeary seconded the motion to approve and the following resolution was passed:

11-14 RESOLVED, that the Board of Directors accepts the State of the School Report as presented.

iii. Financial Report

Mr. Flaker reported, as of May 31, 2011, on the statement of net assets, the statement of revenues, expenses, and changes in the net assets; the bank –to-book reconciliation; and the check register for the period from July 1, 2010 to May 31, 2011.

Motion: Mr. Roberts moved to approve the financial report.

Support: Mr. McNeary seconded the motion to approve and the following resolution was passed:

11-15 RESOLVED, that the Board of Directors accepts the Financial Report as presented.

iv. Amended Budget for fiscal year 2010-2011

Mr. Flaker spoke to the Amended budget for fiscal year 2010-2011. He noted that the report is a revision of the actual revenue and expenditures as it stands now.

Motion: Mr. Roberts moved to approve the amended budget.

Support: Mr. McNeary seconded the motion to approve and the following resolution was passed:

11-16 RESOLVED, that the Board of Directors approves and adopts the Amended Budget for Fiscal Year 2010-2011.

E. Unfinished Business

The Board noted that the new AOI Program of Instruction Amendment Request will be address under new business.

F. New Business

i. Approval of the Operating Budget for fiscal year 2011-2012

Mr. Flaker spoke to the approval of the operating budget for fiscal year 2011-2012. He noted that the details of the budget were discussed at the public hearing today prior to the start of this meeting. There was a discussion regarding various line items and raises for staff members at the schools. As a result of the discussion, the management company will hold in-house conversations to research the issue raised and bring additional information to the meeting scheduled July 14, 2011.

Motion: Mr. McNeary moved to table the approval of the operating budget.

Support: Mr. Roberts seconded the motion to approve and the following resolution was passed:

11-17 RESOLVED, that the Board of Directors tables the approval of the Operating Budget for Fiscal Year 2011-2012 until the next meeting scheduled for July 14, 2011.

ii. New AOI Program of Instruction Amendment Request

Ms. Ford spoke to the new AOI Program of Instruction Amendment Request. She provided an update related to the submission of the initial amendment request. She noted that there were gaps between the written application and the in-person demonstration. The new application addresses those areas of deficiency and will be submitted by June 30, 2011, for consideration at the Arizona State Board for Charter Schools board meeting in August, 2011.

Motion: Mr. Roberts moved to approve submitting a new AOI Program of Instruction Amendment Request.

Support: Mr. McNeary seconded the motion to approve and the following resolution was passed:

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11-18 RESOLVED, that the Board of Directors approves the submission of a new Arizona Online Instruction Program of Instruction Amendment Request to the Arizona State Board for Charter Schools.

FURTHER RESOLVED, that the Board of Directors authorizes its Charter Representative, Yvonne Pena to sign the AOI Program of Instruction Amendment Request form.

G. Reminder of Next Board Meeting

Thursday, July 14, 2011, at 4:00 p.m. Pacific Time to be at the Life Skills Center of Arizona and by teleconference.

H. Adjournment

The meeting adjourned at 5:21 p.m.

Motion: Mr. McNeary moved to adjourn.

Support: Mr. Roberts seconded the motion to adjourn.

MINUTES CERTIFICATION

Proposed minutes respectfully submitted,

Recording Secretary, Carlena Hart

Date

Approved by the Life Skills Center of Arizona Board of Directors on July 14, 2011.

Interim Board President, Philanders McNeary

Date

Life Skills Center of Arizona Online Education Academy

Grades 9-12

Jared Kittleson

8123 North 35th Avenue, Suite 2

Phoenix, Arizona 85051

602-242-6400

jared.kittelson@wediducan.com

Life Skills Center of Arizona Online Education Academy's Mission

Our mission is to promote student growth and lifelong success through a 21st century educational program that shifts the academic focus from the physical classroom to the learner's world.

Section 1: Introduction

The Life Skills Center of Arizona (LSC Arizona) is a charter school that serves students in grades 9 through 12 who have been unsuccessful in a traditional academic environment due to a variety of obstacles. The School offers students who have dropped out of traditional academic settings an opportunity to start fresh and work toward obtaining a high school diploma.

Students opt to attend the Life Skills Center for a variety of reasons. The School has achieved much success in reaching out to students who struggle and or are disenfranchised. The successes realized by our student body are just a starting point, and a need exists for the School to expand its reach and reach out to our target population.

In an effort to provide this educational opportunity to more of Arizona's families and to serve a population of students who, for a variety of reasons, are not able to avail themselves of the learning opportunities currently offered at the LSC Arizona, we propose adding a second academic pathway for high school students who are in need of an alternative to traditional classroom based educational offerings through Arizona's AOI Program. This new offering would be the LSC AZ Online Education Academy. Students across the entire state would be eligible to enroll and take online classes from their homes.

The LSC Arizona's Board wishes to extend the School's reach in order to help the population of students who come from rural Arizona and other urban centers through the creation of an online educational program offering. These families would come to our school seeking a more home-based, student driven academic program. We anticipate, based on current trends that over half of the students who will select and participate in the LSC Arizona

Online Education Academy will come from households who qualify for free and reduced lunch status.

LSC AZ Online Education Academy's educational philosophy revolves around the constructivist theory that learners construct knowledge out of their experiences, associated with pedagogic approaches that promote active learning, or learning by doing. Our philosophy takes the following into account.

- All students have the right to a free and appropriate education that is tailored to meet their individual needs no matter what their background or socioeconomic status.
- All children are the an integral part to the growth of our country making their education our number one obligation as a nation
- The parent child relationship is strong and parents should be treated as partners in the education of the child not as outsiders
- Learning that is appropriate to the students' needs and relevant to their life promotes a love of lifelong learning and self-actualization
- Education should be available anywhere and at any time to meet the need of the student

Identifying appropriate new educational best practices is different for a cyber-school, as many educational best practices originate in research studies applicable as solutions to a brick and mortar traditional classroom these need to be translated these into a cyber-school model with the student as a guiding focus using information presented in national reports or conferences specific to online learning, through the International Association for Online Learning (INACOL) creating an academic environment that challenges students, focuses on the Arizona Common Core, engages learners, and expects all students to perform at high levels. The

mapped curriculum core content is the starting point and will be designed to make sure these standards are taught, assessed, and re-taught as necessary to gain mastery of the content. The first component of our curriculum design framework, curriculum alignment, will determine what to teach in each subject area and at each grade level. Beyond core requirements, the Life Skills AOI program will offer a full course offering including electives such as foreign languages, art, music and others. Please see Attachment A for a full course offering book. The content will be delivered using a variety of synchronous and asynchronous methods using INACOL and online school best practices.

The virtual classroom will share a Learning Management System (LMS) and Student Information System (SIS) with the current LSC Arizona school model making implementation seamless. The current building staff is familiar with its use and will need very little training. Upon enrollment in the School, students will be assessed and any student who is no more than one semester behind his or her original graduation cohort will be able to participate in the LSC AZ Online Education Academy opportunity. Students who are behind their original graduation cohort by more than one semester, will begin in the LSC Arizona's drop out recovery program model. Once a student is on track to graduate, students may be able to move between the two models as desire, need and space permit.

The Board of Directors is committed to serving the School and is looking forward to gaining additional Board Members to complement their strengths and weaknesses. The Board also plans to continue its participation in Board training sessions and is committed to ongoing community involvement activities that help promote the School.

The School Board has contracted with an Education Management Organization to provide the staff and manage the daily operations of the School. Through the Board and the EMO's collaborative working relationship, the Board creates the policies that govern the School and the EMO works under approval of the Board to execute them. The Board will continue to drive the development of School policies and work to provide the School with the materials needed for success as they continue to be involved and take action on issues relative to the growth and functioning of the school (e.g., school calendar, curriculum approval, annual budgets, monthly financials, and adoption of course of study).

The EMO, White Hat Management, has successfully managed schools for over 13 years and has an extensive, experienced team of support staff and Administration to support the School through the day to day operations of the program. As stated above, the EMO works under the direct approval of the School Board as they set the policies, mission and goals of the School and the EMO works to execute their policies.

The School Administrator will manage the School's staff and students on a daily basis as he does for the current students of the Life Skill Center of Arizona. The School Administrator has extensive experience working with the youth of Arizona and will work in conjunction with the EMO and School Board to make the AOI program a success. Additionally, his partnership with the community resources such as Salvation Army, Phoenix College, Goodwill, St. Mary's Foodbank, AHCCCS, Nurse Family Partnership, AZ Girls Roundtable, and the COPE Coalition will help provide students with connections and support as they move through the content. The Administrator will directly oversee the staff of highly qualified teachers and intervention

specialists in all of the academic content areas. All School employees will be highly qualified and licensed according to Arizona Department of Education requirements.

The School will provide each student enrolled in the virtual classroom through the LSC AZ Online Education Academy with a laptop computer pre-imaged with the curriculum resources, hardware and software necessary to be a successful student. In addition to the computer, the School will provide their Internet facilitating connectivity for the family if needed.

The School will employ an Enrollment Specialist to facilitate the collection of required enrollment documentation prior to enrolling the student into the School's Student Information System, or in any virtual course. Students or Guardians may enroll their student into the School's online program by visiting the School, or completing a web-based application, hosted on the School's secure website. Students who elect to participate in the Online Education Academy opportunity, may not be officially enrolled until first login into the school's Student Information System or Learning Management System. In its first year of operation, the LSC of Arizona plans to serve at least 200 students statewide through its LSC AZ Online Education Academy in addition to the students served on site at the LSC of Arizona's Phoenix campus.

The Enrollment Specialist will facilitate the collection of all necessary materials to enroll in the School such as completed enrollment application, proof of residence, transcript/grade card, birth certificate, and immunization records for each student. The collection of the proof of residence is the regulatory measure that is taken to ensure that all students that are enrolled reside in the state of Arizona. When a student enrolls, they will be only be enrolled at the LSC Arizona. Please see Appendix D, the Life Skills Center of Arizona Enrollment Application.